

John Knox Christian School

International Education Program Policy

This is a fillable form; **please complete, (download) print and sign. Return completed form and supporting documents by email to: csoultanidis@bramptonjkcs.org**

Following our vision to nurture students in their relationship with God and each other we, at John Knox Christian School, see international education as a natural area of participation. As the world continues to shrink, we respond with a program that impacts various people in obedience to God's call to unity and diversity within His body. As a Christian school with a reformed perspective, we embrace God's call to unity and to the equipping of disciples so that our students continue to experience the fact that all of life is religion, all of life is God's.

Definition of International students.

A child of a parent who does not have Canadian citizenship or is not a permanent resident of Canada. If an elementary school age student is here with a parent, the study visa is not required. In this case, the parent must be permitted to study or work in Canada themselves.

Rationale for International Student Enrolment.

1. *To expand our students' experience as they interact with students from other cultures.* We have been blessed by students from different backgrounds who are in this community. We look forward to a new set of experiences as we include students who are simply being educated here as opposed to immigrating here. All participants will benefit from the cross-cultural experience.
2. *To expand the kingdom of God as we provide Christian education to those from different parts of the world.* Christians from different cultures will be equipped with the English language which will open opportunities for Christian influence. Our own perspective will grow as we learn from students from different cultures.
3. *To stabilize some of our resources and provide an opportunity to increase efficiency for the school.* International students can contribute to stability in enrollment as our demographics continue to cycle up and down. We will be able to be flexible as we strive to be efficient with class size.

JOHN KNOX CHRISTIAN SCHOOL

International Student Admission Procedure

www.bramptonjkcs.org

Admissions Process

1. Parents, family members or agents may apply for a student's registration at John Knox Christian School (JKCS). This application form is used to determine the eligibility and placement of the student. All enrollments, including International students, are governed by the Student Admission Policy.
2. Student application form is received along with:
 - non-refundable \$1,000.00 Registration Feeand copies of the following:
 - proof of birth date (Passport)
 - proof of immunization against mumps, measles, rubella, diphtheria, tetanus, polio
 - signed JKCS Parental Agreement Form
 - translated report card(s) for the last complete school year and current year
 - proof of private health insurance presented on the first day of school
3. Once acceptance has been established and all fees have been paid in full, the *Letter of Acceptance* is issued. This letter is necessary for the family to apply for a student visa/study permit.
4. Study permits are not required if the student is staying for a period of six-months or less.

Enrollment Details

1. Our general procedure will be to place international students at the age appropriate grade level so that the peer group will be the most beneficial to a student's social and emotional interaction and development. The administration reserves the right to determine placement based on the student's academic abilities and needs.
2. The maximum number of international students per classroom is 3, to a maximum of 10% of the school population. This number may represent any percentage of the class.
3. International students will only be admitted to classes where there is space and staff to provide for their language and learning needs. Students who are fully integrated in terms of language development, curriculum level and extra-curricular involvement may be considered outside of the per classroom limit.
4. International students will live with a parent, family member or Christian family in a home environment that is consistent with the vision and admission policy of JKCS. The student must have a legal guardian within Canada.
5. JKCS may provide international students with support services such as the development of an Individual Education Plan which may include English as a Second Language (ESL) program. Cost for ESL or other support services will be in addition to the annual tuition for the international student.
6. Each student will abide by the laws of Canada and the codes of conduct and policies of John Knox Christian School. Violation of any of the above may result in dismissal from the school.
7. Students may be required to participate in a video interview with JKCS Administration.
8. Students will be admitted on a yearly or short-term study basis.

International Student Tuition Information

FEE	AMOUNT	DUE DATE
Non-refundable Registration Fee	\$1,000*	With application
International Student Development Fee	\$2,500	Upon enrollment approval
Academic Support Fee	\$2,000	Upon enrollment approval
Tuition Fee	See Tuition details at: www.bramptonjkcs.org	With application
JKCS Schoolwear	Estimate: \$45 - \$150 dependant upon items purchased www.bramptonjkcs.org	At time of purchase from supplier

**\$1,000 Registration fee must be paid again if registration is extended from a short-term to long-term registration.*

1. Tuition at John Knox Christian School is decided annually within our budget process. In addition to the per student tuition fee, the Academic Support fee is required and considered part of the tuition. *(ESL instructional fees as required are included in the Academic Support Fee)*
2. The Non-refundable Registration Fee and the payment of all tuition fees in full is required before JKCS will issue the *Letter of Acceptance*.
3. If Before and After School Care (BASC) is required, there will be an additional cost. Rates for our BASC program are reviewed annually and can be found on our website.
4. Students enrolled for a partial school year (3 months or more) will be charged a prorated amount for tuition and transportation (if using the bus service).

Short-Term International Student Tuition Information (2 months)

FEE	AMOUNT	DUE DATE
Non-refundable Registration Fee	\$1,000*	With application
Academic Support Fee <i>(Considered part of tuition fee)</i>	\$2,000 div by 10 and paid per month of stay	With application
Tuition Fee	See Tuition details at: www.bramptonjkcs.org div by 10 and paid per month of stay	With application
JKCS Schoolwear	Estimate: \$45 - \$150 dependant upon items purchased www.bramptonjkcs.org	At time of purchase from supplier

Optional Services

FEE	AMOUNT	DUE DATE
Bussing Fee	\$1,485 (one child/family) \$1,595 (2children/family) \$1,705 (3+ children/family)	Added to tuition
Before & After School Care	Fee schedule available at www.bramptonjkcs.org	Monthly billing, based on usage

Refund Policy

In the event that a student does not come to Canada or decides to leave Canada for personal reasons, the following refund policy will apply. All requests must be made in writing. Please attach the original Letter of Acceptance and the original receipt with the request. Be sure to keep a copy of these documents for yourself. All refund requests will be reviewed on a case by case basis.

1. A full refund, less the Registration Fee (\$1,000), will be issued if Citizenship and Immigration Canada does not approve a Study Permit due to health issues only. Students must include the original Letter of Rejection from the Canadian Embassy for a refund.
2. There will be no refund of the tuition fees if the student is found in violation of school regulations or Canadian Law and is asked to withdraw.
3. If the student is not accepted by JKCS, the \$1,000 registration fee will **not** be refunded.
4. *Once the student is accepted and all fees are paid in full*; if the student/family withdraws prior to the first day of attendance, 50% of the tuition fees, and 50% of the \$2,500 International Student Development Fee is refunded.
5. *Once the student is accepted and all fees are paid in full*; if the student/family withdraws during the first month of attendance, 25% of the tuition fees, and 25% of the \$2,500 International Student Development Fee is refunded.
6. After one month of attendance, no refund will be given.

DOCUMENT CHECKLIST

(Please ensure that all required information is enclosed with your application)

- *completed Application Form*
- *copy of passport*
- *proof of immunization against mumps, measles, rubella, diphtheria, tetanus, polio*
- *original and translated report card(s) for the last complete school year and current year*
- *registration Fee of \$1,000 payable to John Knox Christian School*

Please complete, (download) print, and sign the online application form.

Return the completed form and supporting documents by email to
csoultanidis@bramptonjkcs.org or letter mail to:

John Knox Christian School
82 McLaughlin Road South, Brampton, Ontario L6Y 2C7
(Canada)

When the student is accepted, prepaid tuition is required before an official Letter of Acceptance will be issued. This letter is only for students who require a study permit.

John Knox Christian School
STATEMENT OF PARENTAL AGREEMENT

John Knox was founded because committed parents understood the importance of providing a Christian learning environment for their children. Children are at school for a large portion of each day, and we believe the core beliefs expressed and taught at school should work in harmony with those taught at home and church, as our young students grow and develop their walk with Jesus. John Knox strives to offer a safe, solid learning environment, infused with Christian beliefs and values in all subjects every day, and in every school activity. As our Mission statement says, "We are committed to Christ-centred learning and strive to teach discernment, nurturing and equipping students for a life of responsive discipleship." The students are not sheltered from "the world" at John Knox. Rather, we engage culture, and equip our students to interact in a Christ-like fashion with the world they live in, fully acknowledging that God is in control.

As parents, we are aware of the purpose and direction of JKCS and we agree with the following statements:

- We confess Jesus Christ as Lord and Saviour and wish to enrol our child(ren) in John Knox Christian School because we want our child(ren) to receive a Christ-centred education.
- We acknowledge the partnership between the home and the school and want the spiritual, emotional and social values taught at school to be congruent with those taught at home.
- We understand our child(ren) will participate in all programs including religious instruction, Bible reading and prayer.
- We will adhere to the school's policies as described in the Family Handbook.
- We understand that, upon enrolling our child(ren), we are bound by definite financial obligations to John Knox Christian School. We understand that we must advise the Finance committee of any issues with respect to our ability to fulfil our financial commitment and that failure to do so may result in an interruption of our child's enrolment at John Knox Christian School.

Date: _____

Signature of parent/guardian

Signature of principal

Signature of parent/guardian

Please print family name _____



APPLICATION FOR INTERNATIONAL STUDENT ADMISSION

Parent Information

Father		
First Name		Last Name
Street Address		
Country		Postal Code
Home Phone		Cell Phone
Business Phone		Employer
Occupation		
Email(s)		
Mother		
First Name		Last Name
Street Address		
Country		Postal Code
Home Phone		Cell Phone
Business Phone		Employer
Occupation		
Email(s)		

Canadian Guardian/Parent Information

A written guardian agreement (if guardian is other than parent) needs to be in place between parents and guardians. JKCS assumes no responsibility for this agreement.

Guardian		
First Name		Last Name
Canadian Street Address		
City	ON	Postal Code
Canadian Home Phone		Canadian Cell Phone
Business Phone (if applicable)		
Employer (if applicable)		
Occupation (if applicable)		
Email(s)		

Agent Information

Name
Phone
Company Name
Address

Canadian Church Information

Church Name	City
Pastor's Name	Email

Transportation Information

Will your child need to take the school bus: YES ☐ NO ☐
Will your child(ren) be driven to school: YES ☐ NO ☐
Who will be picking up your child(ren): Father ☐ Mother ☐ Guardian ☐
Other people who have person to pick your children:

Names and relationships: _____

Student(s) Information

Oldest Student	
First Name	Last Name
Address <input type="checkbox"/> same as Father's <input type="checkbox"/> same as Mother's Other: _____	
Birth Date: Month: _____	Day: _____ Year: _____
Gender: Male <input type="checkbox"/> Female <input type="checkbox"/>	
Allergies: YES <input type="checkbox"/> No <input type="checkbox"/>	ASTHMA: YES <input type="checkbox"/> No <input type="checkbox"/>
If yes, PLEASE INDICATE ALLERGY	Is this Allergy Anaphylactic? YES <input type="checkbox"/> NO <input type="checkbox"/>
IF YES, please provide school with Epi pens and Asthma inhaler according to the <i>Administration of Medication Policy</i> on or before the first day of school along with the completed Administration of Medication Policy Form .	
Grade Level applying for:	If Kindergarten, Full time <input type="checkbox"/> Part time <input type="checkbox"/>
Starting Date: (M/D/Y)	Finishing Date: (M/D/Y)
Photocopy of most recent Report Card (translated to English) is attached: YES <input type="checkbox"/> NO <input type="checkbox"/>	
Tell us about any special needs or concerns (educational, social, emotional)	
Tell us more about your child (i.e. likes, dislikes, personality traits)	
Tell us about your child's level of English: Beginner <input type="checkbox"/> Intermediate <input type="checkbox"/> Senior <input type="checkbox"/>	
Has this Child previously attended school in Canada or the United States? YES <input type="checkbox"/> NO <input type="checkbox"/>	
If YES, please indicate which school:	
Name	
Address	
Phone	

Next Oldest Student	
First Name	Last Name
Address <input type="checkbox"/> same as Father's <input type="checkbox"/> same as Mother's Other: _____	
Birth Date: Month: _____	Day: _____ Year: _____
Gender: Male <input type="checkbox"/> Female <input type="checkbox"/>	
Allergies: YES <input type="checkbox"/> No <input type="checkbox"/>	ASTHMA: YES <input type="checkbox"/> No <input type="checkbox"/>
If yes, PLEASE INDICATE ALLERGY	Is this Allergy Anaphylactic? YES <input type="checkbox"/> NO <input type="checkbox"/>

IF YES, please provide school with Epi pens and Asthma inhaler according to the <i>Administration of Medication Policy</i> on or before the first day of school along with the completed Administration of Medication Policy Form .	
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Photocopy of most recent Report Card (translated to English) is attached: YES <input type="checkbox"/> NO <input type="checkbox"/>	
Tell us about any special needs or concerns (educational, social, emotional)	
Tell us more about your child (i.e. likes, dislikes, personality traits)	
Tell us about your child's level of English: Beginner <input type="checkbox"/> Intermediate <input type="checkbox"/> Senior <input type="checkbox"/>	
Has this Child previously attended school in Canada or the United States? YES <input type="checkbox"/> NO <input type="checkbox"/>	
If YES, please indicate which school:	
Name	
Address	
Phone	

Next Oldest Student	
First Name	Last Name
Address <input type="checkbox"/> same as Father's <input type="checkbox"/> same as Mother's	
Other:	
Birth Date: Month:	Day: Year:
Gender: Male <input type="checkbox"/> Female <input type="checkbox"/>	
Allergies: YES <input type="checkbox"/> No <input type="checkbox"/>	ASTHMA: YES <input type="checkbox"/> No <input type="checkbox"/>
If yes, PLEASE INDICATE ALLERGY	Is this Allergy Anaphylactic? YES <input type="checkbox"/> NO <input type="checkbox"/>
IF YES, please provide school with Epi pens and Asthma inhaler according to the <i>Administration of Medication Policy</i> on or before the first day of school along with the completed Administration of Medication Policy Form .	
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Photocopy of most recent Report Card (translated to English) is attached: YES <input type="checkbox"/> NO <input type="checkbox"/>	
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Tell us about your child's level of English: Beginner <input type="checkbox"/> Intermediate <input type="checkbox"/> Senior <input type="checkbox"/>	
Has this Child previously attended school in Canada or the United States? YES <input type="checkbox"/> NO <input type="checkbox"/>	
If YES, please indicate which school:	
Name	Address
Phone	

Parental Declaration

I/we, the parents and guardians of the above students, have read the above and agree to fulfill the obligations as they are set out. I/we also agree to the *Administration of Medication Policy* and the *Student Form of Permission* release. *(available during the first week of school)* I/we will, to the best of our ability, ensure that our child(ren) honours all the obligations set out.

Name of Parent	Signature of Parent	Date
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Name of Parent	Signature of Parent	Date
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Name of Guardian	Signature of Guardian	Date
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For Office Use only:

Received I the JKCS School office on _____ by _____